



# **CSTI** **California** **Specialized** **Training** **Institute**

Training and Exercises Branch  
for the  
**California Emergency Management Agency (CalEMA)**

## **2009 Course Catalog**

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Arnold Schwarzenegger, Governor  
State of California

Matthew Bettenhausen, Secretary  
CalEMA



*Governor Schwarzenegger  
being briefed during Wildfires .*

## **A Word from the Governor**

Fires, floods, earthquakes and other disasters are reminders of the need for effective disaster preparedness and management strategies for our State. California Emergency Management Agency (CalEMA) and the California Specialized Training Institute (CSTI) serve as a critical component in providing emergency training programs to professionals who strive to protect and rescue Californians in harm.

The emergency training received has proven to be a vital part of every emergency professional's career, preparing them to effectively respond to any challenge. CalEMA and CSTI have enabled our disaster team to earn its reputation as the best prepared in the nation. I commend them for providing such valuable opportunities to equip our emergency managers and personnel with the skills and knowledge necessary to respond swiftly and successfully to any emergency.

This guide illustrates the commitment to keep our emergency professionals skilled, certified, and current on life-saving techniques. I encourage you to take advantage of the exceptional training opportunities offered in this catalog.

Sincerely,

Arnold Schwarzenegger  
Governor  
State of California

## Transitioning to a New Agency

Governor Schwarzenegger has repeatedly made clear that public safety must be his Administration's number one priority. Following through on his commitment, Governor Schwarzenegger signed Assembly Bill 38 (Nava), creating the California Emergency Management Agency (CalEMA). Effective January 1, 2009, the Governors' Offices of Emergency Services and Homeland Security merged into a single, cabinet-level agency to better serve the people of California.

The integration of the State's homeland security and emergency management teams presents a tremendous opportunity to better leverage our resources and capabilities. This will ultimately strengthen the state's ability to better protect, and more effectively coordinate, with our federal, state, tribal, local and non-governmental partners across the spectrum of prevention, protection, preparedness, response, and recovery for all emergencies and potential disasters.

For more than 30 years, the California Specialized Training Institute (CSTI) and CalEMA's Training Branch have been leaders in training emergency managers and responders. CSTI has developed and offers a full breadth of specialized training courses, to include certification and credentialing programs in emergency management, homeland security, hazardous material, and crisis communication. In addition, CSTI has the capability to develop and deliver specialized courses based on the needs of requesting entities.

CalEMA and CSTI are committed to ensuring that all levels of government and public safety personnel are trained and exercised to the highest standards. In an effort to ensure our ability to continuously improve upon existing courses and materials, as well as the efficiency and customer service of CSTI and the new CalEMA, I look forward to your feedback and recommendations.

Matthew Bettenhausen  
Secretary  
California Emergency Management Agency

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## Certificate Program

Anticipating the need for degree programs, standardized training and academic credits, CalEMA/CSTI now offers the Specialist Certificate Program.

Certificates may be earned in:

**Emergency Management**  
**Hazardous Materials**  
**Terrorism/Homeland Security**  
**Crisis Communications**

Curriculum advisory groups ensure curriculum is current and in compliance with state and federal standards including SEMS/NIMS, Peace Officer Standards and Training (POST) National Fire Protection Association (NFPA), and Occupational Safety and Health Administration (OSHA).

The State Training Officer and the State Exercise Officer serve as California's principle training and exercise liaisons to the Federal Department of Homeland Security and FEMA. Courses meeting requirements for FEMA's Professional Development Series and Advanced Professional Series qualify for dual certifications.

## Credentialing Program

Emergency responders have assisted neighboring communities whenever help was needed. Given today's challenges, the potential for communities to require help from emergency response organizations across the state and the nation has increased significantly. The need for specializations in emergency response places additional demands on our emergency response communities. To meet this need CalEMA has implemented the Emergency Response/Management Credentialing program to support emergency response throughout the state and the nation. Eventually it will provide a seamless transition into the larger effort of the National Emergency Responder Credentialing system providing mutual aid support through the Emergency Management Assistance Compact (EMAC).

This voluntary system will provide timely identification of key ICS personnel from the field to the state level. The development of the statewide credentialing database will assist Incident Commanders and EOC Directors with the means to quickly and accurately identify qualified emergency responders throughout the state.

## Eligibility for College Credit

In addition to completing the CalEMA Emergency Management Specialist Certificate, course participants can now earn **college units towards an accredited degree program**. Beginning this year, college credit is available through the California Polytechnic State University, San Luis Obispo (Cal Poly). This allows course participants the option of obtaining college credit. All curriculum is reviewed and approved by Cal Poly to ensure compliance with academic standards and accreditation requirements.

Courses currently eligible for college units:

- Earthquake – An Introduction to Emergency Management Terrorism I**
- Crisis Communications I**
- Disaster Recovery**
- Managing Sustained Operations**
- Enhanced Exercise Design, Conduct, and Evaluation.**

When applying for these courses ask the Registrar about the Certificate and College Credit Programs.

More information on these programs is available on the Web.

**[www.csti.ca.gov](http://www.csti.ca.gov)**

## Administrative Information

### IMPORTANT NOTICE:

Please allow extra time to enter Camp San Luis Obispo (CSLO). CSLO is a California National Guard facility, subject to the Department of Defense security requirements including random vehicle searches inbound and outbound. A photo ID, current vehicle registration and proof of insurance are required to gain access to the camp.

### CSTI Administration Quick Contact

Online Registration		<a href="http://www.csti.ca.gov">www.csti.ca.gov</a>
Admin Fax	(805) 544-7103	
Grants	(805) 549-3531	<a href="mailto:CSTI.grants@calema.ca.gov">CSTI.grants@calema.ca.gov</a>
Tuition	(805) 549-3599	<a href="mailto:CSTI.tuitions@calema.ca.gov">CSTI.tuitions@calema.ca.gov</a>
Gen Info	(805) 549-3535	<a href="mailto:CSTIinfo@calema.ca.gov">CSTIinfo@calema.ca.gov</a>
Emergency Mgmt Registrar	(805) 549-3536	<a href="mailto:CSTI.em@calema.ca.gov">CSTI.em@calema.ca.gov</a>
Criminal Justice Registrar	(805) 549-3190	<a href="mailto:CSTI.cj@calema.ca.gov">CSTI.cj@calema.ca.gov</a>
Haz Mat Registrar	(805) 549-3344	<a href="mailto:CSTI.Haz Mat@calema.ca.gov">CSTI.Haz Mat@calema.ca.gov</a>

### Admission Policy

While applications are accepted up to two weeks prior to the course start date, space may be limited and courses often fill 90-120 days in advance. Therefore, we recommend submitting your application as soon as possible to ensure enrollment.

### Tuition Policy

Tuition payment is due no later than two weeks prior to the start of a course. Late registration will be considered on a case-by-case basis, depending on space availability. CSTI accepts checks, money orders and

## Administrative Information

credit cards (VISA, MasterCard, and American Express). Purchase orders will not be accepted. Make checks payable to The State of California Emergency Management Agency. Payments may be mailed to: California Emergency Management Agency, P.O. Box 8123, San Luis Obispo, CA 93403-8123. For your identity safety please do not email credit card information, call (805) 549-3599. Clearly identify student name and class for which payment is being made. When changing enrollment date from one fiscal year (July) to another, tuition rate is subject to change. For further tuition information, please contact CSTI Administration Office at 805-549-3599.

### **Refund Policy**

Tuition is fully refundable for enrollments cancelled at least 30 days before the class start date. For enrollments cancelled within 30 days of the class start date, a \$40 processing fee will be retained. Full tuition may be charged for failure to cancel enrollment (refunds will be determined on a case-by-case basis). Full tuition credit is allowed for substitutions.

### **Attendance Policy**

Programs are scheduled to present the maximum amount of information in the shortest possible time. It is important that participants attend the entire program for which they are enrolled. The amount of class time required to obtain credit for completion is specific to each course.

### **Application and Registration Procedures**

Please submit a separate application for each enrollee. Applications are available on our website ([www.csti.ca.gov](http://www.csti.ca.gov)), or call 805-549-3535. Photocopied applications are acceptable. Send completed applications directly to California Emergency Management Agency, P.O. Box 8123, San Luis Obispo, CA 93403-8123. All applications must be approved and signed by immediate supervisor or Training Officer prior to being accepted. Information packets will be mailed to enrollees approximately 4-6 weeks prior to the class start date. CSTI reserves the right to determine final eligibility for attendance. CSTI CalEMA not discriminate on the basis of race, gender, sexual orientation, religion, age, disability, or national or ethnic origin.

## Administrative Information

CSTI has online registration for your convenience at [www.csti.ca.gov](http://www.csti.ca.gov). Applicants will be contacted as soon as possible to confirm details.

### **Accreditation**

Several CSTI courses are accredited through the California State University system. Course enrollees interested in applying for college course credits may do so on-line prior to class or during the first day of class. Specific information on how to apply for college credit will be provided to all registered students prior to class. An additional fee will be assessed for college credit. Please check with the course Registrar to determine if credit is available for the particular class for which you want to apply.

### **Peace Officer Standards and Training (POST)**

The California Commission on Peace Officer Standards and Training (POST) has certified many CSTI courses. Please see specific course or contact the course Registrar for additional information. Participants seeking POST Continuing Professional Training points or reimbursement are to bring a completed Training Reimbursement Request Form to class registration.

### **Military Personnel**

Military personnel, including Reserve Forces, may be eligible to claim reimbursement for travel and per diem from their units. Orders should state, "Government quarters and mess are not available."

### **Grants**

Grant funds may be available to attend approved programs. For information on specific types of funding and eligible courses, contact the CSTI Grant Coordinator.

### **Transportation and Lodging**

CSTI is located at Camp San Luis Obispo, on Highway 1, midway between the cities of Morro Bay and San Luis Obispo. Those arriving by commercial air, bus, or train are advised to rent cars since bus transportation to and from CSTI is infrequent. Major rental car companies

## Administrative Information

are available at the airport and several locations around San Luis Obispo. Taxis and a courtesy bus to local hotels are available. CSTI blocks rooms at local hotels for many of our classes; information on specific hotels will be included in registration materials. Hotel reservations and payments are the participants' responsibility.

### Course Materials

Each participant will receive a reference packet that contains supplementary course material. As a matter of policy CSTI dCalEMA not sell material produced by faculty and staff. For the material to be of maximum benefit, it is necessary to attend the course.

### Cancellation Policy

CSTI reserves the right to cancel any program. Should this occur, every effort will be made to reschedule the course. All applicants will be notified promptly of any rescheduled or cancelled courses.

### Attire Policy

Casual attire is recommended. While lightweight clothing during summer months is acceptable (i.e., walking shorts and polo shirts) cutoffs, tank tops, etc., are not. A sweater or light jacket is also recommended as weather and classroom temperatures may vary throughout the day. Participants in response-oriented Hazardous Materials courses or the Officer Safety and Field Tactics course are required to bring foul-weather gear.

### Animal Policy

To maintain a professional atmosphere, to avoid disturbing or distracting other participants, and as a courtesy to individuals with allergies or asthma, please do not bring pets to class. State and Camp San Luis Obispo policy dCalEMA not apply to animals trained or in training for use in law enforcement or as service animals used to assist physically impaired persons, provided that such animals remain under the responsible person's immediate control at all times.



## Community Based Emergency Management

For more information please call (805) 549-3536.

### **Emergency Planning and Special Needs Populations** G197

2-day/16-hr. course

This course is designed for people who are responsible for emergency planning or care of special needs groups with the skills and knowledge they will need to prepare for, respond to and recover from emergency situations.

Upon completing this course, the participant will be able to:

- Define Special Needs Populations at the Local Level
- Identify Appropriate Resources to Plan for Special Needs Populations
- Identify Capabilities and Limitations of the Special Needs Network
- Define Key Terms Related to Special Needs Planning
- Describe the Special Needs Considerations in all Phases of Comprehensive Emergency Management
- Identify the Relationship Between Special Needs Planning and the Community Emergency Operations Plan
- Identify Basic Components of a Special Needs Plan

The target audience for this course is very broad and includes, but is not limited to: Emergency managers and senior first-response personnel and human services organization personnel (e.g., home-based care agencies, hospitals).





## Community Based Emergency Management

For more information please call (805) 549-3536.

### **Multi-Hazard Emergency Planning for Schools** G362

2-day/16-hr. course

This course is designed to help participants recognize the need to plan for all types of disasters. Since planning is a process, planning is included in every unit and activity.

Participants completing the course will be able to explain the importance of a school safety program to others and to lead individuals in their schools and community through the process of developing an effective multi-hazard program.

### **Emergency Management/Homeland Security for Business and Industry**

5-day/40-hr. course

The course is designed to bridge the gap between the business and industry community and the public sector. It is a step-by-step approach to mitigation, preparedness, response, and recovery planning for private industry.

Topics to be included are:

- The Planning Process
- Basic Emergency Management Considerations
- Risk Analysis for Business
- Business Continuity, Resumption, and Recovery
- Working with Emergency Management in Government

## Communications and Information Management

For more information please call (805) 549-3536.

### **Crisis Communications and the Media, First Level**

4 1/2-day/40-hr. course

POST-Certified, Plan III

This course is designed for anyone who will be working with the media in times of crisis. This is the first in a three part series. The program emphasizes the importance of developing a PIO team, communications skills, teamwork, and leadership. Participants engage in public speaking exercises and media interview sessions. Classroom and breakout sessions are information intensive and are designed to help participants apply principles and techniques taught in the discussions. Participants will meet representatives from agencies involved in a crisis of major proportions. Includes certification in "Basic Public Information Officer" G290 (see page ).

Topics discussed include:

- Meeting the Media's Needs
- Interview Laboratories
- The Information Process
- PIO Team Training
- Public Speaking
- Communicator in Crisis
- Legal Aspects
- News Releases



## Communications and Information Management

For more information please call (805) 549-3536.

### **Crisis Communications and the Media, Second Level**

4 1/2-day/28-hr. course

POST-Certified, Plan III

Prerequisite: CCM, First Level or approval of the Course Manager

The Second Level course features a smaller class size and an emphasis on more in-depth training in advanced sessions. The course seeks to draw on the participants' experience in a variety of settings.

Key discussions focus on the following areas:

- Advanced Media Relations
- Handling Hostile Groups
- Using the Internet
- Legal Updates
- Interview Laboratories
- Joint Information Centers

### **Crisis Communications and the Media, Third Level**

4 1/2-day/30-hr. course

Prerequisite: CCM, Second Level or approval of the Course Manager

Third Level sessions feature a great deal of discussion drawing on the knowledge and experience of the participants. Breakout sessions requiring real solutions to a variety of scenarios are mixed with lecture and discussion.

Discussion topics include:

- Enhanced Presentation Skills
- Strategy Sessions
- Leadership
- Credibility
- The Political Influence

## Communications and Information Management

For more information please call (805) 549-3536.

### Basic Public Information Officer G290

Workshops provide refresher PIO skills training for local, state and federal public information officers at all experience levels. In addition, an orientation to the Joint Information Center concept is offered along with a practical, hands-on JIC exercise.

### Response Information Management System (RIMS)

1 day/8-hr. course

This course focuses on the use of RIMS within an Emergency Operations Center (EOC). Particular attention is given to EOCs, the jurisdictions' Standardized Emergency Management System (SEMS) levels and functions that may be using RIMS. The goal is for participants to return to their jurisdictions with an understanding of how RIMS can facilitate resource coordination between EOCs during disasters.

Topics will include:

- Hands-On Training in Completion of RIMS/SEMS Forms
- Purpose and Functions of RIMS
- Use of RIMS to Access Information
- Using RIMS in the EOC Environment
- Practical Application Exercises Using RIMS at All Levels

For more information on RIMS course, please call (805) 549-3190.





*In the 1906 San Francisco earthquake one of the treasures lost in the fires was the original California flag used in the 1846 Bear Flag Revolt at Sonoma, which at the time was being stored in a state building in San Francisco.*

## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### **Earthquake:**

### **An Introduction to Emergency Management in California**

4 1/2-day/40-hr. course

POST-Certified, Plan II

CSTI's Earthquake course is the core course in the emergency management curriculum. This training program introduces participants to key emergency management principles and practices using a complex earthquake disaster. Participants will be involved in a progressive series of exercises culminating in a realistic earthquake simulation as a member of an emergency management team. Individual enrollments are welcome. However, when possible, participants are encouraged to enroll as a team from a jurisdiction: comprised of their Chief Executive Officer, department heads, operations officers, emergency planners, and others with essential emergency management responsibilities. The importance of a comprehensive set of strategies is stressed. Those strategies include initial disaster response and options to mitigate the impact of disasters before they happen and to strengthen preparations for prompt, effective restoration during recovery.

Key topics covered are:

- Seismological and Geological Considerations
- Standard Emergency Management and National Incident Management (SEMS/NIMS)
- First Responder Issues
- Action Planning
- Behavioral Considerations
- Information Technologies for Earthquakes
- Mutual Aid
- Disaster Automation
- Emergency Public Information
- EOC Organization and Functions
- Emergency Management Exercising
- Damage Assessment
- Volunteer Services

## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### Disaster Recovery

2 1/2-day/20-hr. course

Recommended prerequisite: Earthquake

This course provides background in disaster recovery with focus on the physical, economic, and social activity involved. Particular focus is given to an individual's role in the recovery process. Public and Individual Assistance are discussed, as well as Project Worksheet Development. The implications of Environmental and Historical considerations will also be covered, as will Recovery Planning and Long Term Recovery and Community Development.

The following key course topics are addressed:

- Public Assistance
- Individual Assistance
- Recovery Planning at the Local Level
- Safety Assessment Program
- Debris Management
- PDA/IDE Process
- The Declaration Process
- Environmental and Historical Considerations
- Long Term Recovery and Community Development

## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### **Emergency Operations Center (EOC): Design and Function**

4 1/2-day/36-hr. course

Recommended Prerequisite: Earthquake or Disaster Planning

POST-Certified, Plan III

In any Emergency Operations Center (EOC), the main goal is to disseminate information quickly and accurately so resources get to where they are most needed. It takes a well-organized team of emergency coordinators to operate effectively. The goal of this course is to help local jurisdictions, special districts or industry improve their centralized management. Participants will learn to manage information, use decision-making processes, resource applications, and logistical support in preparing for and responding to disasters.

As part of this course, participants will strengthen their understanding of the following objectives offered through EOC training:

- EOC Design and Purpose
- Staffing Roles
- Supporting Requirements
- EOC Functions
- Designing and Managing an EOC consistent with the Standardized Emergency Management System (SEMS)

Small group workshop activities are used to reinforce and develop skills in EOC design and function. In addition, participants will compare the operations of a variety of EOCs throughout California presented as examples. This course also includes an exercise that simulates the activation of an EOC during the onset of a major disaster, and the actions necessary to make that activation successful.



## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### **Emergency Operations Center (EOC): Planning/Intelligence**

2-day/16-hr. course

This training program will discuss the different functions performed by the Planning/Intelligence Section, including:

- Situation Analysis
- Documentation
- Advance Planning
- Demobilization
- Technical Specialists

The course will focus on developing personnel for the various units and how tasks will be performed. There will be an emphasis on the Situation Analysis Unit; how to generate, manage and distribute information and create intelligence from the data, and on the EOC Action Plan and Action Planning process.

## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### Managing Sustained Operations

4 1/2-day/36-hr. course

Recommended Prerequisite: Earthquake or Disaster Planning

POST-Certified, Plan III

Effectively managing ongoing response efforts to any disaster is essential. This course is intended to assist jurisdictions in planning for and managing an extended response to a disaster. Techniques for managing sustained operations within the SEMS process are presented. The information gathering process, the development of intelligence, the Action Plan and Action Planning Process as key tools in managing extended operations are emphasized.

Throughout the course, the following topics will be discussed:

- Applying the SEMS Process to Sustained Operations
- The Role of State CalEMA in Sustained Operations
- Psychological/Physical Impact on Staff
- Managing Donated Goods and Services
- Resource Management
- Demobilization
- The EOC Environment
- Long-Term Resource Support
- The Action Planning Process
- Media and VIP Considerations
- Recovery Issues
- Sustained Operations from the Operations Area
- Regional Support to Local Jurisdictions
- Finance/Administration Considerations

## Disaster Operations and Recovery

For more information please call (805) 549-3536.

The Emergency Operations Training Program (EOTP) is a comprehensive course with three major components. This program begins with an overview of emergency management principles and responsibilities, delves into EOC positions, processes, and functions, and demonstrates the use of complex REOC/SOC principles, coordination, procedures, and roles. The Basic Course includes the SEMS/NIMS/ICS combined course. This combined course meets the objectives of the SEMS Introductory course, the NIMS Awareness course (IS700), and ICS 100 and 200. All three components are beneficial for anyone assigned to an emergency operations center at any level of government. It includes workshop activities that allow participants to practice their new skills.

The modular format is suited to customizing the courses for your jurisdiction's particular needs.

### Basic Emergency Operations

2-day/16-hr. course

#### Basic Module Topics:

- CalEMA Mission and Principles of Emergency Management
- Emergency Services Act and the California Emergency Plan
- Continuity of Government Operations
- SEMS Refresher/ICS 100
- National Incident Management System (NIMS)
- National Response Plan (NRP)
- Master Mutual Aid - Emergency Management Mutual Aid (EMMA)
- Master Mutual Aid - Fire and Rescue
- Master Mutual Aid - Law Enforcement and Coroner
- SEMS EOC, SEMS vs. NIMS, NRP

# Disaster Operations and Recovery

## Intermediate Emergency Operations

3-day/24-hr. course

Intermediate Module Topics:

- Position Responsibilities
- Notifications Processes
- Check-In Process
- Position Check Lists
- Message Tracking
- SEMS Reports
- Action Planning
- Advance Planning
- After Action Report
- Corrective Action Plan
- Interagency Coordination
- Communication
- Resource Ordering/Tracking
- Proclamation/Declaration Process
- Sustained Operations
- Demobilization
- Transition to Recovery



## Advanced Emergency Operations

3-day/24-hr. course

Advanced Module Topics:

- Activation and Check-in Process
- Using RIMS in a REOC or SOC
- EOC Briefing Role Play
- Situation Report
- Writing Objectives
- Action Planning Meetings
- Coordination of Resources
- Planning Cycles
- Branch and Unit Reports
- Section Meetings
- Advance Planning
- Demobilization Process



## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### Disaster Medical Operations

4-day/32-hr. course

Disaster Medical Operations poses questions that must be addressed in preparing for catastrophic medical incidents. Discussions focus on critical issues essential to response operations, challenging many common assumptions. This course is vitally important for disaster EMS responders and public health planners and care providers who require an orientation to the impact of disasters on our medical systems.

The following key topics are addressed:

- Understanding the Disaster Medical Problem
- Disaster Coroner Operations
- Medical Command Systems
- The Federal Response
- Legal Issues in Medical Disasters
- Emergency Public Information
- EMS Problems in Triage and Austere Medical Protocols
- Disaster Implications for Medical Facilities
- Setting Priorities in a Mass Casualty Environment

Emphasis is placed on applications of the Standardized Emergency Management System (SEMS) to disaster medical response planning issues.

## Disaster Operations and Recovery

For more information please call (805) 549-3344.

### **Flood Management**

4-day/32-hr. course

CSTI's Flood Management course presents participants with an overview of the many facets of flood disasters; hazard identification, planning and preparedness, mitigation, response, and recovery. This comprehensive overview of flood disasters will enhance general understanding of the flood phenomenon, enabling better preparation for the next inevitable event.

In recent years, Californians were confronted with the largest and most extensive flood disaster in California State history. In 1997, rivers from the Oregon border to the southern Sierra reached flood stages with some rivers exceeding channel capacities by as much as seven times their normal capacities. The cost to restore and rehabilitate flood-damaged properties neared \$2 billion. California is vulnerable to major floods and planning is essential. Don't be caught unprepared.

## Disaster Operations and Recovery

For more information please call (805) 549-3536.

### Winter Storms

Winter Wise - Preparing for Winter Storms (under redevelopment)  
3-day/24-hr. course

Winter storms in California can be deadly. They cause floods, high coastal surf, mudslides, snowstorms, and avalanches. These may also result in loss of utilities, interrupted communications systems, and impassable roadways.

Governmental and non-governmental agencies must be prepared for these types of incidents. This class will give your organization tips on how to prepare for a safe winter.

CSTI and the Governor's Office of Emergency Services want you to be aware of the dangers of winter storms and to be corporately and individually prepared to cope.

This course focuses on:

- The Meteorology of Winter
- Historic Winter Storm Related Problems
- The Winter Storm Emergency Operations Plan Annex
- Case Studies of Recent Winter Storm Events
- Individual Preparedness: Home, Work, and Office
- Winter Storm Workshop and Exercises





## Disaster Planning and Mitigation

For more information please call (805) 549-3536.

### **Continuity of Operations/Continuity of Government (COOP/COG)**

Continuity of Operations and Continuity of Government Plan documents serve as the overarching strategy, policies, and procedures for the continuity of operations should a disaster strike. California Emergency Management Agency (CalEMA) serves as the lead state agency for preparedness for the State of California. CalEMA has developed two progressive workshops to assist State agencies in the development of their COOP/COG Plans.

#### **1) Program Development & Data Collection Process**

2-day/16-hr. course

This workshop addresses:

- SEMS/NIMS compliance
- Project and Program Management
- Identification of Essential Functions
- Risk Analysis and Vulnerability Assessment

#### **2) Plan Construction and Implementation**

2-day/16-hr. course

This workshop addresses

- Resumption Strategies
- Plan Activation
- Plan Concept of Operations
- Team Development
- Plan Construction
- Training and Exercising.

Participants will be given guidance on how to test and exercise their plans. Because COOP/COG plans are living documents, a “lessons-learned” module will teach participants to refine COOP/COG Plans using exercises and real-world events.

## Disaster Planning and Mitigation

For more information please call (805) 549-3536.

### Disaster Planning

5-day/40-hr. course

Prerequisite: SEMS Introductory Course or completion of the SEMS Introductory Exam included in the course confirmation package.

POST-Certified, Plan III

Developing an all-hazard plan for protecting lives and property may seem like an extremely difficult challenge; it need not be. Emergency operations planning need not start from scratch. Those tasked with writing an emergency operations plan should take advantage of others' experiences. The Disaster Planning course at CSTI guides you through a number of processes to make your planning process easier and more successful. The public expects emergency managers to take immediate action to minimize the impact caused by disasters and emergencies. Those actions are most successful when planned. In this course, participants will learn the tools and techniques for developing or enhancing an all-hazard emergency operations plan.

The following key topics are discussed:

- The Planning Process
- Using SWOT Analysis Tools
- Situation Assessment
- Hazard Threat and Risk Analysis
- Using SEMS as a Guide for Written Plans
- Planning for: Business, Volunteer and Service Organizations
- Terrorism Planning
- Emergency Medical Planning
- How Disasters in Other Countries Affect California
- Mitigation and Recovery
- Exercises
- California Emergency Planning Guidance
- Recovery Issues
- Case Studies from Local Government

## Disaster Planning and Mitigation

For more information please call (805) 549-3536.

### **Tsunami Planning for Coastal Communities**

1 1/2-day/12-hr. course

This program will present information that will equip coastal communities to prepare for and to respond to a tsunami. Descriptions of tsunami effects and the impact on human activity will be presented. Issues involved in alerting, moving, sheltering and providing rescue efforts to at risk populations will be included.

Topics will include:

- Tsunami Hazard Analysis Process for Coastal Communities
- Tsunami Effects
- Evaluating the Local Risk
- The Tsunami Warning Center and Alerts
- Movement and Shelter Issues
- Tsunami Warning Systems
- Managing the Local Response



## Disaster Planning and Mitigation

For more information please call (805) 549-3536.

### Developing a Local Multi-Hazard Mitigation Plan (LHMP)

2-day/16-hr. course

The Disaster Mitigation Act of 2000 (DMA 2000) amended the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) to include pre-disaster mitigation planning and plan requirements for State and local governments. Since November 2004, a county, city or special district without an approved Local Hazard Mitigation Plan (LHMP) is ineligible for certain pre-disaster and post-disaster mitigation project grant funding programs. Programs affected include many mitigation grant programs and the U.S. Small Business Administration's (SBA) loan program. CalEMA has created a 2-day training program for the development of single or multi-jurisdictional LHMPs and Community Wildfire Protection Plans (CWPP).

The course provides local officials with the rules, format, and content requirements for developing single or multi-jurisdictional LHMPs and CWPPs.

The training focuses on:

- The Planning Process
- Plan Content Requirements
- Review Criteria for CalEMA and FEMA

Instructional materials include a comprehensive plan development guide and directions for obtaining additional technical assistance. Suggested plan formats and LHMP/CWPP development software are included. On Day 2, participating jurisdictions will receive training in the use of the LHMP/ CWPP development software program for use on PCs.

## Disaster Planning and Mitigation

For more information please call (805) 549-3536.

### Disaster Mitigation

1 1/2-day/12-hr. course

This program introduces the Emergency Manager to the basic concepts of mitigation as a part of a comprehensive Emergency management program. The course will present information on the specific grants programs, the state Hazard Mitigation Plan, and the relationship between the federal, state and local government in mitigation.

Topics will include:

- The development of the Local Hazard Mitigation Plan (LHMP)
- The Hazard Mitigation Grant Program (HMGP)
- Flood Mitigation Assistance (FMA)
- Emergency Management Planning Grant (EMPG)
- Supplemental Grant Programs
- The Hazard Analysis Process
- The State of California Hazard Mitigation Plan
- Benefit Cost Analysis (BCA)
- The Role of FEMA in Mitigation
- The Role of the State of California in Mitigation
- Applicant Eligibility



## **Drug/Methamphetamine Laboratory**

For more information on these courses, please call (805) 549-3344.

The alarming dangers and environmental degradation caused by illegal methamphetamine laboratories puts first responders at significant risk. In association with the Department of Toxic Substances Control and the California Environmental Protection Agency, the California Specialized Training Institute has developed the following courses. These field level courses are designed to provide police officers, firefighters, environmental health professionals and other emergency responders with the information and techniques necessary to appropriately manage hazardous materials encountered in the clandestine drug laboratory context.

All courses are consistent with the provisions of Title 29, 1910.120 and Title 40, 311 Code of Federal Regulations and Title 8, 5192 California Code of Regulations.

### **Clandestine Drug Laboratory Waste Operations**

5-day/40-hr course

The Clandestine Drug Laboratory Waste Operations Course (CLANWOPER) provides comprehensive hands-on training in the safe response, management and cleanup of clandestine drug laboratories and clandestine drug laboratory hazardous waste disposal sites.

Participants learn clandestine drug laboratory recognition and identification, the hazards associated with clandestine drug laboratories, the appropriate use of personal protective clothing and equipment, as well as effective response, management and cleanup techniques through classroom teaching and hands-on participation at the clandestine drug laboratory Crime Scene Simulator.

This course was developed through the joint efforts of CSTI and the Department of Toxic Substances Control (Cal/EPA).

## Drug/Methamphetamine Laboratory

For more information on these courses, please call (805) 549-3344.

### **Clandestine Drug Laboratory Chemical/Waste Identification**

5-day/40-hr. course

The Clandestine Drug Laboratory Chemical Identification Course provides instruction and practical skills in the field identification of hazardous materials and wastes associated with the clandestine synthesis of drugs.

Participants receive classroom and laboratory instruction in appropriate sampling and analytical techniques to provide for the safe transportation, storage and disposition of these substances as hazardous wastes.

This course was developed through the joint efforts of CSTI and the Department of Toxic Substances Control (Cal/EPA).





## **Drug/Methamphetamine Laboratory**

For more information on these courses, please call (805) 549-3344.

### **First Responder Awareness Clandestine Methamphetamine Laboratories (FRAM)**

1/2-day/4-hr. course

This hazardous materials First Responder - Awareness course was developed to meet the training needs of public safety personnel, environmental health officials and others who may encounter clandestine methamphetamine laboratories or clandestine methamphetamine hazardous waste abandonment sites.

First Responders at the Awareness Level are required to recognize clandestine methamphetamine laboratories and clandestine methamphetamine hazardous waste abandonment sites, isolate the area immediately involved and make appropriate notifications to ensure an efficient and effective response for investigation and management.

This Course was developed for the US/EPA as part of the National Clandestine Methamphetamine Laboratory Training Program.

## **Drug/Methamphetamine Laboratory**

For more information on these courses, please call (805) 549-3344.

### **First Responder Operations Clandestine Methamphetamine Laboratories (FROM)**

1-day/8-hr. course

This hazardous materials First Responder - Operations course was developed to meet the training needs of public safety personnel, environmental health officials and others who may be called to the scene of clandestine methamphetamine laboratories or clandestine methamphetamine hazardous waste abandonment sites.

First Responders at the Operations Level respond to incidents in a defensive fashion within existing resources and capabilities to contain releases from a safe distance, to keep releases from spreading and to prevent exposures to nearby persons, property or environment. CalEMA/CSTI uses a combination of exercises and classroom presentations designed to provide those skills necessary to safely manage the initial response to clandestine methamphetamine laboratories and clandestine methamphetamine laboratory waste abandonment sites.

This Course was developed for the US/EPA as part of the National Clandestine Methamphetamine Laboratory Training Program.

## **Drug/Methamphetamine Laboratory**

For more information on these courses, please call (805) 549-3344.

### **Clandestine Methamphetamine Laboratory Chemical/Hazardous Waste Assessment and Identification**

3-day/24-hr. course

In association with the Department of Toxic Substances Control, California Environmental Protection Agency, the California Specialized Training Institute has developed the Clandestine Methamphetamine Laboratory Chemical and Hazardous Waste Assessment and Identification Course. This field level course is designed to provide the Specialist employee with the information and techniques essential to accomplish the preliminary identification and assessment of chemical constituents and hazardous wastes associated with clandestine methamphetamine laboratories and chemical/waste abandonment and disposal sites.

Specialist employees are those who, in the course of their regular job duties, work with and are trained in the hazard of specific hazardous substances, who will be called upon to provide technical advice or assistance at a hazardous substance release incident to the individual in charge, and shall receive training or demonstrate competency in the area of their specializations annually [29 CFR, 1910.120 (q) (5)].

This is a high intensity, field/management level course which incorporates formal classroom instruction with practical hands-on chemical and waste analysis using field identification practices commonly employed in the hazardous materials and hazardous waste emergency response and management communities. Considerable effort has been expended in researching the basic nature and physical characteristics and chemical behaviors of those chemical constituents encountered in association with clandestine methamphetamine laboratories. Furthermore, alternate practices, substitute chemicals, and the synthesis of difficult to obtain ingredients are discussed in detail.

## **Drug/Methamphetamine Laboratory**

For more information on these courses, please call (805) 549-3344.

### **Drug Laboratory**

#### **Compressed Gas Cylinder and Acid Gas Generator**

1-day/8-hr. course

In association with the Department of Toxic Substances Control, California Environmental Protection Agency, the California Specialized Training Institute has developed the Clandestine Drug Laboratory Compressed Gas Cylinder and Acid Gas Generator Course. This is a field level course designed to provide police officers, firefighters, environmental health professionals and other emergency responders with the information and techniques necessary to appropriately manage compressed gas cylinders and acid gas generators encountered in the clandestine drug laboratory context.

This is a high intensity, field level course using classroom instruction hands-on activities commonly employed by clandestine drug laboratory hazardous materials/waste emergency response and cleanup practitioners.

## Emergency Management Professional Development

For more information please call (805) 549-3536.

### Emergency Services Coordinator (ESC): Basic Training

3-day/24-hr. course

Learn about the ESC's role and typical responsibilities in:

- Consensus Building
- Design/Delivery of Emergency Management Training
- Executive Support
- Fiscal Issues
- Disaster Assistance
- Development and Maintenance of the Jurisdiction's Emergency Plan
- Exercising Disaster Response and Recovery Personnel
- Disaster Response and Recovery Coordination

In concert with staff from the California Emergency Services Association (CESA), CalEMA/CSTI developed a basic workshop/seminar for newly assigned emergency managers and coordinators or for practicing ESCs desiring to hone their skills and review best practices.

### Emergency Services Coordinator (ESC): Advanced Training

Under Development

The ESC advanced course picks up where the ESC basic course ends. With the fundamentals of the ESC job described in the basic course, the advanced course explores the duties and responsibilities of the ESC in greater detail. The course also covers additional topics not presented in the basic course. Additional topics include business and industry emergency planning, volunteer and donated goods management, as well as working with community based and other non-governmental organizations.

## Emergency Management Professional Development

For more information please call (805) 549-3536.

### **Instructional Delivery Skills (G-265)**

4-day/36-hr. course

The purpose of this course is to prepare the participant to assist with State-delivered training. It covers preparation, presentation, and evaluation skills. In addition, participants will be able to incorporate the needs of training participants into their training delivery.

At the conclusion of this course, participants should be able to:

- Analyze Audience Characteristics
- Review Course Materials to Determine Needs of Participants
- Use Instructional Techniques, Methods, and Media
- Prepare and Manage the Learning Environment
- Demonstrate Effective Instructional Delivery Techniques

Selection Criteria: Members of State and local emergency management teams. Recommended for members of State and local emergency management teams who assist in the teaching of FEMA- or State-developed classroom training.

## Exercise Readiness

For more information on this program please call (805) 549-3529.

CSTI has integrated FEMA's Comprehensive Exercise Program (CEP) and California's Readiness Program (RP) along with the Federal Office of Homeland Security Exercise Evaluation Program (HSEEP) doctrine to meet the unique needs of the State of California. The Readiness Program reaches jurisdictions through the federally funded Emergency Management Performance Grants. The Exercise Readiness Program goal is to improve jurisdictional readiness through emergency management exercising. The Readiness Program begins with training jurisdictional exercise design teams to plan, design, conduct and evaluate exercises. The Readiness Program is a key element in the operational evaluation of the Standardized Emergency Management System (SEMS) which states that exercises are recommended as a means of assessing proficiency for emergency response agencies and personnel and for local jurisdictions to develop a progressive exercise program.

Exercise Readiness is a process of continual improvement. With the addition of expertise from the California Dept of Homeland Security, CalEMA will be reviewing and improving this program over the next few years. To keep up to date with California's Readiness Program visit either [www.calema.ca.gov](http://www.calema.ca.gov) or [www.csti.ca.gov](http://www.csti.ca.gov).

## Exercise Readiness

For more information on this program please call (805) 549-3529.

### **Enhanced Exercise Design, Conduct and Evaluation (EEDCE)** G-146

4-day/32-hr. course

For over 3 decades CSTI has been a leader in the area of emergency response exercise design training. Currently, CSTI has embarked on a new practical exercise design course which encompasses the HSEEP Mobile Training Course (G-146), FEMA's IS-120 A (Intro to Exercises), FEMA's IS-139 (Exercise Design), and CSTI Enhanced Exercise Design Course. This hybrid course focuses on the unique emergency services exercise needs of governmental and private entities. The focus of the training is to provide the best practices as it relates to exercise design and development of an exercise design team.

The course includes:

- Establishing The Exercise Steps
- Constructing An Exercise Plan
- Organizing The Design Team
- Evaluating Exercises (EEG)
- HSEEP Doctrine & Systems
- Review Exercise Program
- Design/Implementation of Discussion Based and Operational Exercises

This course meets HSEEP Mobil Field Course Methodology, Concepts, and terminal/enabling objectives (Now known as FEMA G-146). Homeland Security Funds can be utilized to support this training effort.



## Exercise Readiness

For more information on this program please call (805) 549-3529.

### **Exercise Planning; Disasters and WMD Exercises & Events**

2-day/16-hr. course

This workshop is designed as an introduction for future exercise design teams from government, business and industry. Participants learn the basic components and requirements for planning and designing tabletop emergency management exercises. As an option, participants, as a team, help to design and deliver a brief tabletop exercise for the hosting jurisdiction or organization.. organization. The functional exercise, designed by the students, will be held the last half-day for the host's emergency management personnel.

### **Exercise Evaluation Workshop**

1-day/8-hr. course (optional 2 day/16-hr. course)

This course is designed to provide local jurisdictions with knowledge and develop skills that will enable those attending to manage exercise evaluation activities before, during, and after an emergency management exercise. The participant should have substantial knowledge of emergency operations within his/her organization and the assigned responsibility to manage the evaluation function or serve as an evaluation team leader as part of the community's exercise program.

## Exercise Readiness

For more information on this program please call (805) 549-3529.

### **After Action Reporting and Improvement Planning; Disasters and WMD Exercises & Events**

1-day/8 hrs

This course will focus on developing and presenting an after action seminar which will later be critical for the development of the exercise After Action Report (AAR) . Emphasis will be placed upon designing, constructing and publishing the AAR along with developing a jurisdictional Improvement Plan (IP).

### **Exercise: Special Seminar**

Variable length and cost based upon jurisdictional need.

CaEMA/CSTI's exercise design team can assist local jurisdictions with the construction and development of drills, seminars, tabletop, functional, and full-scale exercises. Hosting jurisdictions should be prepared to develop and deploy an exercise design team to work with CalEMA/CSTI staff. CalEMA/CSTI can provide complete exercise education and training and assist your jurisdiction with developing skills that will enable you to plan for, design, and conduct an emergency management exercise. Emphasis will be placed upon emergency management staff to become self-sufficient in the exercise design process and develop a progressive exercise program.

## Hazardous Materials Instructor

For more information please call (805) 549-3344.

The Hazardous Materials (Haz Mat) Instructor Certification Program was implemented in 1987 to expand hazardous materials emergency response training throughout California. In 1995, Weapons of Mass Destruction (WMD) emergency response training was added. Since then, over 1700 Haz Mat/WMD “outreach” instructors and 350,000 emergency personnel have been certified under this program. The primary emphasis of the program is to provide emergency response agencies with a cost effective method to train their trainers to deliver standard Haz Mat/WMD training in the field for state certification. The program includes two courses, as described below, based primarily on the “training experience” level of the participant.

Instructor Certification will be granted under California Government Code Section 8574.19-23 and California Code of Regulations Title 19, Section 2510-2560. Please note the following Haz Mat/WMD “outreach” courses under this “outreach” program, which may be taught by a CSTI certified “outreach” instructor (provided that the instructor has successfully completed the CSTI course AND a CSTI Instructor Certification or Instructor Certification for Trainers Course):

- Haz Mat/WMD First Responder Awareness/Operations\*
- Haz Mat/WMD First Responder Operations Decontamination\*
- Haz Mat/WMD Incident Commander\*
- Haz Mat/WMD Technician, Level A-D\*
- Haz Mat/WMD Specialist, Level F-G
- Hazardous Materials Industry Technician
- General Site Worker
- Mass Decontamination
- First Responder Awareness (Methamphetamine)
- First Responder Operations (Methamphetamine)
- Hazardous Materials Investigations
- Haz Mat/WMD Operations for Law Enforcement Field Support
- Assistant Safety Officer
- Terrorism for the Technician/Specialist
- First Receiver Operations and Decontamination for Health Care

*\*NFPA ProBoard Certified. CalEMA/CSTI is a ProBoard provider.*

## Hazardous Materials Instructor

### **Haz Mat/WMD Instructor Certification**

4 day/32-hr. course

Prerequisite: Completion of one or more CSTI Haz Mat/WMD Outreach Courses the participant wishes to teach.

For first-time instructors (with limited training experience), this course is designed to prepare participants for Haz Mat/WMD training by offering a complete overview of adult educational information and training techniques. The course also provides a set of instructional materials (including notebook, plan of instruction/instructor guide, sample exercises, CD, audio/visual resources, etc.), as well as administrative procedures and regulatory standards, thus fulfilling certification requirements. There are several workshops and presentation opportunities to sharpen instructional skills. When participants have completed this course, they will be certified to instruct the CSTI Haz Mat and/or WMD course(s) they have previously completed for state certification.

### **Haz Mat/WMD Instructor Certification For Trainers**

2-day/16-hr. course

Prerequisite: Completion of one or more CSTI Haz Mat/WMD Outreach Courses the participant wishes to teach AND proof of previous training experience. POST-Certified, Plan III

For experienced instructors (with full or part time training responsibilities), this accelerated instructor course focuses on a quick review of instructional techniques to reinforce previous instructor training, as well as CSTI policies, administrative and regulatory procedures to expeditiously meet certification requirements. NOTE: Participants in this abbreviated class must have previous training experience, such as SFM Instructor 1A/1B, teaching credential or letter from a department head stating that participant has previous training experience. A set of instructional materials will be provided, along with one workshop and presentation opportunity. When participants have completed this course, they will be certified to instruct the CSTI Haz Mat and/or WMD course(s) they have previously completed for state certification.

## **Hazardous Materials Refresher**

For more information please call (805) 549-3344.

CalEMA/CSTI offers a number of courses to meet OSHA annual refresher training requirements.

If your department would like to sponsor refresher training, please contact us at the telephone number above.

The following is a list of courses CalEMA/CSTI offers as refresher training:

- **Haz Mat/WMD First Responder Operations**
- **Haz Mat/WMD Incident Commander**
- **Haz Mat/WMD Technician, Level A-D**
- **Haz Mat/WMD Specialist, Level F-G**
- **Hazardous Materials Industry Technician**
- **Hazardous Materials General Site Worker**
- **Hazardous Materials Technician/Specialist**

The Haz Mat/WMD Refresher courses meet OSHA requirements under 29 Code of Federal Regulations (CFR) 1910.120(q) and the California Code of Regulations Title 8, Section 5192(q).

## Hazardous Materials Response

For more information please call (805) 549-3344.

### Hazardous Materials First Responder Operations

2-day/16-hr. course

This course is designed to train participants how to respond defensively to a hazardous materials release.

Topics include:

- Recognition of Hazardous Materials
- Safe Response Tactics
- Use of the DOT ERG
- Protecting the Public
- Protective Equipment
- Emergency Decon

Participants will be involved in both technical training and exercises to practice safe and competent response to a hazardous materials emergency.

CSTI's multi-disciplinary approach combines lecture, group activities and exercises. This program exceeds OSHA requirements for Haz Mat training programs for the fire service, law enforcement agencies, health departments and private industry.

Haz Mat First Responder Operations meets OSHA requirements under 29 Code of Federal Regulations (CFR) 1910.120(q) and the California Code of Regulations Title 8, Section 5192(q).

## Hazardous Materials Response

For more information please call (805) 549-3344.

### **Hazardous Materials/Weapons of Mass Destruction First Responder Operations Decontamination**

1-day/8-hr. course

Prerequisite: Haz Mat First Responder Operations

This course is designed to train participants to perform decontamination operations at a Haz Mat/WMD response in support of a Haz Mat team.

Hands-on training in decontamination procedures and the use of personal protective equipment allows participants trained at the First Responder Operations level to work on a decontamination team.

Those successfully completing this course can provide agencies and companies a cost-effective solution to the problem of providing an adequate number of decontamination team personnel.

CSTI's multi-disciplinary approach combines lecture, group activities, and exercises.

This program exceeds OSHA requirements for Haz Mat/WMD training programs for the fire service, law enforcement agencies, health departments and private industry. Haz Mat/WMD First Responder Operations Decontamination meets OSHA requirements under 29 Code of Federal Regulations (CFR) 1910.120(q) and the California Code of Regulations Title 8, Section 5192(q).

## Hazardous Materials Response

For more information please call (805) 549-3344.

### **24 Hour Hazardous Materials Incident Commander**

3-day/24-hr. course

POST-Certified, Plan III

This course provides the tools a person needs to assume control of an emergency response to a hazardous materials incident. It focuses on legal and practical requirements to safely and competently manage a hazardous materials incident. Instructional methods include class activities, case studies, and tabletop exercises with emphasis on hands-on decision making.

Completing this course exceeds the training requirements of state and federal OSHA HAZWOPER regulations. These regulations require many government agencies and private companies to train certain employees to manage an emergency response to a release or potential release of hazardous material.

Course topics include:

- Laws, Regulations and Legal Liability
- Hazard Assessment
- Team Typing
- Protective Actions
- Haz Mat Site Safety
- Operational Risk Management
- Incident Termination



## Hazardous Materials Response

For more information please call (805) 549-3344.

### **Hazardous Materials Technician, Level A-D**

(4) 5-day/40-hr. courses

Prerequisite: Haz Mat First Responder Operations (Equivalent to Title 19 CCR 2520 (b)), Medical Approval

This 160 hour program was developed to provide Fire Service, Law Enforcement, Health Agencies and Private Industry participants, the knowledge and skills needed to perform as a member of a Haz Mat/ WMD Response Team. Classroom presentations are combined with equipment intensive field exercise to provide the participant hands-on experience. The course is designed to meet the OSHA training requirements found in Title 8 CCR 5192 (q)(6)(C) [or 29CFR1910.120(q)(6)(iii)] and the National Fire Protection Association's (NFPA) document NFPA 472. This course is Department of Homeland Security Grants and Training (G&T) certified and Pro-Board Approved

Each week builds on the previous week and are presented with a one (or more) week break between classes.

Course completion certificates will be given upon finishing each module. Successful completion of the first four modules of the Technician series A-D certifies participants by CalEMA/CSTI at the Technician level. After successful completion of the Technician level, participants may complete the final two modules of the series: Special Mitigation Techniques (F) and Tactical Field Operations (G) to be certified as a Hazardous Materials Specialist.

## Hazardous Materials Response

For more information please call (805) 549-3344.

### **Hazardous Materials Specialist, Level F-G**

(2) 5-day/40-hr. courses

Prerequisite: Haz Mat Technician, Level A-D

The Specialist courses are the highest level of training competency available for a Hazardous Materials Team member. By taking advantage of all the Technician/Specialist courses, participants will have the opportunity to work with CalEMA/CSTI's state-of-the-art Hazardous Materials Field Exercise Facility, or the off-site mobile training trailer. CSTI provides hands-on training for all Hazardous Materials courses. This course simulates leaks at realistic pressures and flows. Certificates are issued upon completion of each module. Participants successfully completing the two modules of the Specialist series F-G will be certified by CalEMA/CSTI at the Specialist level.

The on-site training aids include:

- 5-Dome Railroad Tank Car Capable of Generating Typical Leaks
- 1-Ton and 150 lb. Chlorine Containers
- Various Types of Cargo Tank Trucks
- Simulated Drum Dump
- Pipe Tree
- Illegal Drug Laboratories
- Inter-modal Tank Container
- Storm Drains
- Rail Car Derailment Site
- WMD Scenarios

The Specialist series meets OSHA requirements under 29 Code of Federal Regulations (CFR) 1910.120(q) and the California Code of Regulations Title 8, Section 5192(q).

## Hazardous Materials Specialty

For more information please call (805) 549-3344.

### **CAMEO: Computer-Aided Management of Emergency Operations**

3-day/24-hr. course

CAMEO® is a system of software applications used widely to plan for and respond to chemical emergencies. It is one of the tools developed by EPA's Chemical Emergency Preparedness and Prevention Office (CEPPO) and the National Oceanic and Atmospheric Administration Office of Response and Restoration (NOAA), to assist front-line chemical emergency planners and responders. They can use CAMEO® to access, store, and evaluate information critical for developing emergency plans. In addition, CAMEO® supports regulatory compliance by helping users meet the chemical inventory reporting requirements of the Emergency Planning and Community Right-to-Know Act (EPCRA, also known as SARA Title III). CAMEO® also can be used with a separate software application called LandView® to display EPA environmental databases and demographic/economic information to support analysis of environmental issues.

The CAMEO® system integrates a chemical database and a method to manage the data, an air dispersion model, and a mapping capability. All modules work interactively to share and display critical information in a timely fashion. The CAMEO® system is available in Macintosh and Windows formats.

## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Assistant Safety Officer-Hazardous Materials**

2-day/16-hr. course

Prerequisite: Hazardous Materials Technician/Specialist certification

Safe hazardous materials incident operations are critical to response and containment. You will begin by assessing the incident as a “big picture” and learn to maintain site safety and control. This course is designed for those who may be placed as the Assistant Safety Officer-Hazardous Materials in a CBRNE event.

Course emphasis includes:

- Role and Effectiveness of a Safety Officer
- Overall Incident Safety Principles/Risk Management
- Departmental and Personal Legal Liabilities
- Incident Planning
- Personnel Monitoring
- Safety Chemical Field Analysis & Monitoring
- Safety Briefings and Reports
- Response to Terrorism Safety Issues

## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Hazardous Materials Technician for Industry**

5-day/40-hr. course

The Hazardous Materials Technician, Industry 40 hour class was designed to help employers train employees to the Hazardous Materials Technician level as described in the Cal-OSHA found in Title 8 CCR 5192(q)(6)(C). This course prepares the employee to recognize and respond to hazardous materials incidents within their facility. Following the employers safety guidelines and hazard assessment, the Industry Technician is trained to don and doff chemical protective equipment, use air monitoring instruments, perform containment and control operations, decontamination operations of responders and rescue.

This course includes a reference text, classroom presentation, table top exercises, hands-on practice and a practical application exercise.

## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Hazardous Materials General Site Worker**

(40-Hour HAZWOPER)

5-day/40-hr. course

This course provides participants with the skills and knowledge to safely and effectively work at an uncontrolled hazardous waste site and/or a post-emergency clean-up operation.

Hands-on emphasis is placed on the following:

- Chemical and General Safety Hazards
- Toxicology
- Chemical Protective Clothing/Equipment
- Confined Space Operations Awareness
- Spill Control
- Decontamination Operations
- Site SOP and Emergency Response

This course provides classroom and practical training designed to assist the employer train their employees as Hazardous Waste Site Workers under OSHA Title 8CCR 5192(e)(3)(A). This course can meet the 40 hour Site Worker training requirement.

## Hazardous Materials Specialty

For more information please call (805) 549-3344.

### Hazardous Materials Investigations

5-day/40-hr. course

Hazardous materials, due to their inherent nature and potential usefulness, can be beneficial when properly managed, transported and stored. However, under unfavorable conditions (i.e., when improperly managed, released from proper containment or allowed to react without proper controls) they present significant potential for harm.

This course is designed for those charged with the responsibility to investigate hazardous materials incidents, document their findings, and follow through on the results of these investigations. Eligible participants include Peace Officers, Public Health Officers, Environmental Health Officers/Specialists, Hazardous Materials Specialists of a Public Health or Environmental Health Agency or Fire Department, and employees of a water or air pollution control agency whose duties are related to enforcement of environmental laws and regulations who are employed by the State of California, the Counties and Municipal Subdivisions of the State of California.

Participants learn techniques involved in thoroughly investigating hazardous materials incidents:

- Identifying, Gathering and Evaluating Associated Evidence
- Documenting the Investigative Progress
- Determining if Criminal and/or Civil Violations Have Occurred
- Arranging for the Proper Disposition of the Investigator's Final Work Product.

This basic investigations course meets the prerequisite requirement for the Hazardous Material Advanced Investigations Course.

## Hazardous Materials Specialty

For more information please call (805) 549-3344.

### **Hazardous Materials/WMD Rail Car Safety**

4 1/2-day/36-hr. course

Prerequisite: Hazardous Materials Technician/Specialist Certification

Developed as a cooperative effort between CSTI and Union Pacific, this course is a comprehensive, hands-on training program. Participants are provided theoretical and practical application of hazardous materials safety techniques and practices required when responding to rail car incidents and WMD events. Classroom discussion will be combined with hands-on exercises at CSTI's Rail Car Derailment Site.

Course focus:

- Rail Car Design
- Rail Car Identification
- Valve Repair
- Leak Mitigation
- Tank Car Damage Assessment
- Product Transfer
- Product Flaring/Vent and Burn
- Full Field Exercises



## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Hazardous Materials Radiation Emergency Response**

2-day/16-hr. course

In a transportation incident, radioactive materials may be among the many kinds of hazardous substances to which emergency personnel must respond. The scope of this 16-hour course is to prepare participants to make the proper life-safety decisions regarding rescue of persons involved in a radioactive emergency.

Some of the topics include:

- What is Radiation
- Health Effects of Radiation
- NFPA 473 Requirements
- Toxicology
- Treatment Protocols
- Hazardous Materials Team Medical Support
- Ambulance Preparation

This course meets and exceeds CA EMSA Training Requirements for EMS personnel who respond to Hazardous Materials Incidents, CGC 8574.19-23 Awareness Level, and NFPA 473 Level I. CalEMA/CSTI is a Continuing Education (CE) provider for paramedics (EMT-Ps) in the State of California. 16 hours of CE credit.

## Hazardous Materials Specialty

For more information please call (805) 549-3344.

### Hazardous Materials Technical Reference Specialist

3 day/24-hr. course

Prerequisite: Hazardous Materials Technician/Specialist certification.

This course provides the training necessary to assume the duties of an ICS Technical Specialist-Hazardous - Materials Reference in a Hazardous Materials response.

Course emphasis includes:

- Hazard Assessment
- Chemical Field Analysis
- Monitoring Plans and Interpretation
- Analysis of Physical Properties
- Selection of Protective Equipment
- Use of Computer Databases
- Chemical Reference Material



## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Mass Casualty Decontamination (Haz Mat/WMD)**

1-day/8-hr. course

This course provides first responders and hazardous materials team members practical guidelines and steps to deal with mass casualty decontamination operations for Haz Mat/WMD events.

Topics include:

- Cultural Sensitivity
- Language Issues
- Protection of Modesty when Dealing with the Public
- Emergency and Planned Decontamination
- Equipment
- Transportation
- Hospital Considerations

The subject matter is targeted toward both weapons of mass destruction (WMD) and conventional hazardous materials incidents.

## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Hazardous Materials Technician for Coroners Responders**

5-day/40-hr. course

POST Certification Pending

This 40-hour course is designed to meet the needs of the Coroner personnel who require certification to the Hazardous Materials Technician level as required under Title 8 CCR 5192 (q)(6)(C) and 29 CFR 1910.120 (q)(6)(iii). The primary objective of this course is to provide Coroner personnel the level of knowledge and skills required to operate as a member of a Hazardous Materials Team.

The course objectives, curriculum, exercises and deliverables are configured to address the needs of a participant who will function in a contaminated or potentially contaminated area (hot zone) during an emergency. One set of tasks of the Coroner personnel will be to enter the hot zone to locate, assess, tag, decontaminate and/or transport decedents with the support of a municipal, regional or other Haz Mat team.

## **Hazardous Materials Specialty**

For more information please call (805) 549-3344.

### **Haz Mat Technician for Bomb Technicians**

5-day/40-hr. course

Prerequisite: Bomb Technician Certification or Bomb Squad/Team Acceptance,  
First Responder Operations, Medical Approval  
POST-Certified, Plan III

This 40 hour course will provide Haz Mat Technician training to certified Bomb Technicians and those Law Enforcement personnel who require a Haz Mat Technician course as a prerequisite to attending HDS. The curriculum and exercises provide the knowledge and skills a Bomb Technician will need to perform their duties in a CBRNE environment. The course is designed with exercises and skills sessions specifically relevant to Bomb Technicians. The goal is to provide the attendee with the knowledge and skills necessary to work with the support of a public sector hazardous materials response team during an event where an explosive device is, or may be, located within a chemically contaminated environment.



## Medical Operations

For more information please call (805) 549-3344.

### **First Receiver Awareness and Decontamination for Healthcare**

1/2-day/5-hr. course

This course is designed for hospital personnel “who are likely to witness or discover a hazardous substance release or contaminated patient and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release.”

The course includes discussion of:

- Personnel Safety
- Isolation of Contaminated Patients and Areas
- Proper Notifications for Contamination or Release
- How to Direct Ambulatory Patients to Decontaminate Themselves

### **First Receiver Operations and Decontamination for Healthcare**

2-day/16 hr. course

This course covers the first receiver operations requirements for hospital personnel “who receive patients at a medical facility and respond in a defensive fashion. This course will cover both internal and external incidents. Hospitals may receive patients from hazardous materials and CBRNE events that have not been decontaminated because they left the scene prior to the arrival of emergency responders. This course will cover both directed self decontamination as well as hospital decontamination teams.

The following are the main topics of the course

- Importance of Safety, Isolation and Notifications
- Use of the Incident Command System or HEICS and Risk Analysis

## Medical Operations

For more information please call (805) 549-3344.

- Correct Type and Use of Personal Protective Equipment
- Proper Methods of Containment and Control
- Protective Actions
- Decontamination Using Appropriate Personal Protective Clothing
- Donning and Doffing of Chemical Protective Clothing

### Disaster Medical Operations

4-day/32-hr. course

Disaster Medical Operations poses questions that must be addressed in preparing for catastrophic medical incidents. Discussions focus on critical issues essential to response operations, challenging many common assumptions. This course is vitally important for disaster EMS responders, public health planners and care providers who require an orientation to the impact of disasters on our medical systems.

The following key topics are addressed:

- Understanding the Disaster Medical Problem
- Disaster Coroner Operations
- Medical Command Systems
- The Federal Response
- Legal Issues in Medical Disasters
- Emergency Public Information
- EMS Problems in Triage and Austere Medical Protocols
- Disaster Implications for Medical Facilities
- Setting Priorities in a Mass Casualty Environment

Emphasis is placed on applications of the Standardized Emergency Management System (SEMS) to disaster medical response planning issues.



## Officer Safety and Field Tactics

For more information please call (805) 549-3190.

### Officer Safety and Field Tactics

5-day/40-hr. course

One of CalEMA/CSTI's most popular courses, the Officer Safety and Field Tactics program was the first of its kind and has drawn participants from throughout the state and nation. This course is specifically designed for experienced law enforcement patrol officers, field supervisors, and academy and in-service law enforcement trainers. The course's primary purpose is to enhance and reinforce the individual officer's personal safety, tactical effectiveness and survival skills. Course participants will spend the majority of their time training in a tactical field environment, accompanied by some classroom-based orientation and skills review.

The core curriculum includes the following subjects:

- Patrol Tactics and Officer Response
- Officer Safety: Mindset and Fitness
- Arrest and Control Skills
- Building Entry and Search Tactics
- Weapon Retention
- Tactical Response Scenarios
- Marking Cartridge Scenarios
- Legal Update in the Use of Force
- Tactical/Combat Shooting
- Ethical Conduct When Using Force
- Explosives Awareness

As part of this training, participants will engage in both day and night combat shooting courses on the CSTI 800-yard tactical live fire range and in tactical response scenarios using Simunition® Marking Cartridges in the CSTI tactical training facilities. This course can only be attended by on-duty sworn law enforcement personnel.

## **Officer Safety and Field Tactics**

For more information please call (805) 549-3190.

### **Officer Safety and Field Tactics - Special Seminars**

Officer Safety has been a part of the central mission of the Institute for nearly thirty years. Our Officer Safety and Field Tactics Course has a national reputation for excellence and current relevancy. Our staff of professionally recognized experts is available to design and deliver customized courses that meet the needs of your law enforcement agency, jurisdiction or organization. Some of CSTI's past Special Seminars have included Advanced SWAT Team Training and Building Entry and Search Tactics for Narcotics Investigators.

### **Officer Safety and Field Tactics for Investigators**

5-day/40-hr. course

By providing the investigator with contemporary law enforcement tactical training and well-established officer survival skills, CalEMA/CSTI strives to enhance personal safety and effectiveness, with emphasis on the following specific needs and concerns of the investigator:

- Field Tactics for the Plainclothes Investigator
- Use of Force
- Arrest and Control Skills
- Officer Safety: Mindset and Physical Fitness
- Tactical/Combat Shooting
- Tactical Scenarios
- Building Entry and Search
- Ethical and Legal Issues in the Use of Force

As part of this training, participants will engage in both day and night combat shooting courses on CSTI's 800-yard tactical live fire range and participate in tactical response scenarios using Simunition® Marking Cartridges in the tactical training facilities.

## Standardized Emergency Management System

The Standardized Emergency Management System (SEMS) was developed from legislation introduced in 1992 and signed into law in 1993. Its policies and procedures are set forth in the California Government Code, Section 8607, Emergency Services Act (Chapter 7, Division 1, Title 2). All state agencies are required by law to use the Standardized Emergency Management System. Local agencies eligible for funding of response-related costs under disaster assistance programs are also encouraged to use SEMS when responding to disasters or major events involving multiple agencies. CSTI was principally involved in the development of the Standardized Emergency Management System in 1992. SEMS has been incorporated into all of CalEMA/CSTI's programs. Our SEMS training programs are individually tailored to fit specific agency needs and may address a wide range of emergency management topics and issues. Our staff considers a jurisdiction's facilities, plans, and personnel in the design of each program. Programs designed for your jurisdiction or agency could include components from any of the courses in this catalog.

### State Agency Planning and Training

These programs are specific to individual State Agencies, and provide plan development services to ensure emergency plans are consistent with SEMS. Once developed, the plans are used as a basis for executive and staff training. The goal of the program is to ensure the readiness of all state agencies pursuant to the State Emergency Plan.

For more information on State Agency courses, please call (916) 845-8252.

### Local Government SEMS Introductory Course G606 (ACI)

This course is designed for anyone who may become involved in inter-agency or multi-jurisdictional responses at any level of the Standardized Emergency Management System. Staff provide course participants with the basic concepts of SEMS, including common terms and principles required to work within, and support, a coordinated SEMS response.

## Standardized Emergency Management System

For more information, please call (805) 549-3652

### SEMS Field Courses (ACI)

The SEMS Field Course is an adaptation of the National Incident Command System (developed by the National Wildfire Coordinating Group; Boise, Idaho) and is presented in three segments. All California Emergency Response Agencies, as defined in Government Code 8607, should use the SEMS Field course for training purposes.

#### **Orientation/Basic G610.1**

Introduces the ICS organization, terminology, resources, features, principles, facilities and responsibilities related to Incident Command. As a general orientation to ICS, this course is designed for both support personnel and field responders who normally would not supervise others at an incident site.

#### **Intermediate G610.2**

Recommended prerequisite: G610.1 Orientation/Basic Course  
Provides in-depth exposure to the incident organization, management of resources, air operations, incident and event planning, unified command, and mutual aid. This course is designed for anyone who supervises an ICS branch, division, group, or unit; or for members of the Command Staff. Participants should have a basic working knowledge of ICS.

#### **Advanced G610.3**

Prerequisite: G610.2 Intermediate course  
Presents an in-depth presentation and discussion on General and Command Staff roles, major incident management, Area Command, coordination and relationship with SEMS EOC levels. This course is intended for ICS Section Chiefs, Command Staff, and Incident or Area Commanders. Participants must have taken the G610.2 Intermediate Course or have equivalent field experience as division, group, or unit supervisor; or field experience as a member of the Command Staff.

## Standardized Emergency Management System

For more information, please call (805) 549-3652

### **SEMS Emergency Operations Center Course** G611 (ACI)

This course focuses on the five SEMS functions within an Emergency Operations Center, or Department Operations Center. Emphasis is placed on “position-specific/hands-on” training. Illustrations and discussion relative to the specific relationships between SEMS levels is also an integral part of this training experience. It is recommended that this course be delivered onsite, using the agency or organization’s EOC or similar facility.

### **SEMS Executive Course** G612 (ACI)

Intended for executives, administrators, and elected officials, this course provides a background of SEMS focusing on compliance issues. Participants are presented with an overview of SEMS principles with a concentration on executive roles in a SEMS organization, and the need for executive support to effectively implement SEMS.

### **SEMS Local Government Workshop and Exercise** G628

This course provides an in-depth examination of functional roles and responsibilities, including exposure to position checklists and standard operating procedures. City and special district personnel, volunteers groups and others responsible for performing SEMS functions are best suited for this course. Emphasis is placed on inter-agency coordination and relationships with the field ICS organization. This workshop may include a tabletop or functional exercise. This program is designed for delivery at a local government or special district EOC.

*Note: Courses with “ACI” designation are part of SEMS Approved Course of Instruction as defined in the Regulations.*

## **Standardized Emergency Management System**

For more information, please call (805) 549-3652.

### **SEMS Operational Area Workshop and Exercise G628.1**

This course is designed for delivery at an Operational Area EOC. It includes an in-depth analysis of functional roles and responsibilities within an EOC. Instructors use small-group personalized training sessions to examine and define position responsibilities. Particular emphasis is placed on inter-agency coordination, as well as the requirement for group decision-making. This workshop may include a tabletop or functional exercise.

### **SEMS State/Region-Level Workshop and Exercise G628.2**

This course is primarily for State agencies responsible for providing functional support to the Regional Emergency Operations Center (REOC). The course addresses specific agency responsibilities for performing SEMS functions pursuant to the state emergency plan, and will include exposure to position checklists and standard operating procedures. Training may occur at CalEMA Headquarters, REOCs, or at State Agency Department Operations Centers.

### **SEMS Action Planning Workshop G626**

This course explores the Action Planning process used in Emergency Operations Centers. Particular emphasis is given to the Planning/Intelligence and Management roles. Strategies are discussed for development of a successful Action Plan. The curriculum includes both specific process-oriented instruction and role-play activities. This course can be designed and conducted for an individual agency or organization upon request.

## **Standardized Emergency Management System**

For more information on NIMS compliance go to [www.calema.ca.gov](http://www.calema.ca.gov).

### **Integrating Emergency Management Systems**

California's Standardized Emergency Management System (SEMS) was developed out of the fire service's Incident Command System (ICS). The Federal NIMS borrowed many of the concepts of SEMS and included new terrorism components. These courses provide a basic understanding of all three systems: commonalities and differences, language and protocols, and how they are integrated during an emergency response.

To be compliant with state and federal requirements, all federal, state, local, tribal government, private sector and nongovernmental personnel with a role in emergency management and response must take a minimum of 8 hours of training in SEMS (California's Standardized Emergency Management System/ NIMS (National Incident Management System) and ICS (Incident Command System). This requirement applies to anyone who may be tasked during a disaster, in any phase of emergency management and includes all emergency responders and support personnel, both in the field and in an Emergency Operations Center (EOC).

It is recommended that elected officials who will be interacting with multiple jurisdictions and agencies during a disaster also take SEMS/NIMS/ICS training.

NIMS compliance is a condition for receiving federal preparedness grants as of September 30, 2006.

## Standardized Emergency Management System

For more course information, please call (916) 845-8252 or 845-8253

### **SEMS/NIMS/ICS: Integrating Emergency Management Systems**

1-day/8-hr. course

POST-Certified

Meets requirements for NIMS compliance, and SEMS Introductory course objectives. Homeland Security Grants and Training funds available.

### **SEMS/NIMS/ICS: Integrating Emergency Management Systems Train the Trainer**

3-day/24-hr. course

POST-Certified

CalEMA has developed this course to provide participants with everything they need to carry these principles back to their jurisdictions and teach the required 8 hour course in SEMS, NIMS and ICS to all emergency services disciplines. Participants should already have taken the SEMS Introductory Self Study course (available on the CalEMA website), be familiar with NIMS and ICS, and be experienced trainers.

Meets requirements for NIMS compliance. Homeland Security Grants and Training funds available.



## Terrorism

America has been embroiled in a war against terrorism since the horrific events of September 11, 2001. Homeland security has become a primary task for all of us, testing our ingenuity and our resources.

CalEMA/CSTI is not new to this conflict. The sources of danger change and the degree of the threat varies, but some must always remain informed and vigilant. CSTI recognized this imperative long ago and we have offered timely, relevant counterterrorism education and training to public safety professionals for thirty years. Today's courses are as up to date as today's headlines, and our forecasts have been consistently accurate.

### **Terrorism I: International Terrorism**

4 1/2-day/36-hr. course

Terrorism I concentrates on understanding the various aspects of international and transnational terrorism and developing effective strategies to counter the threat posed by contemporary international terrorists operating within the United States.

Topics include:

- The Shadow War on Terrorism
- Understanding Islam
- Understanding Radical Islam
- Understanding the Middle East
- Understanding Arabic and Islamic Cultures
- The Rise of al Qaeda
- Responding to Pre-Incident Indicators
- Case Studies in International Terrorism

We strongly recommend this course for all government agencies, including law enforcement, fire service, emergency medical services and health providers, emergency management agencies, and concerned entities from the private sector.

## Terrorism

For more information on these courses, please call (805) 549-3190.

### **Terrorism II: Domestic Terrorism**

4 day/32-hr. course

Prerequisite: Terrorism I or consent of course manager

While Terrorism I concentrated on International Terrorism, Terrorism II focuses on understanding and countering the threat from domestic terrorism and domestic terrorist groups

Topics Include:

- The Political Process
- Right-Wing Terrorism
- Single-Issue Terrorism
- The Radicalization Process
- Environmental Extremism
- The White Supremacy Movement
- Inmate Radicalization
- Case Studies in Domestic Terrorism

This course is recommended for public safety officials, security and intelligence professionals and representatives of critical infrastructure sector components.

## Terrorism

For more information, please call (805) 549-3190.

### **Terrorism III: Advanced Counterterrorism Studies**

4-day/32-hr. course

Prerequisite: Terrorism I and Terrorism II or consent of course manager

This course is designed for graduates of Terrorism I and Terrorism II to apply the knowledge and skills obtained in those courses to develop counterterrorism strategies in simulated war games.

Topics include:

- Contemporary Terrorist Groups
- Community Policing and Counterterrorism
- Vulnerability and Threat Assessment
- Translation and Meanings of Arabic Names
- Phases of a Terrorist Attack
- Hostile Surveillance Techniques
- Terrorism Financing
- Case Studies in Terrorism

This course will benefit public safety personnel, security and intelligence professionals, private sector representatives of allied agencies, critical infrastructure sectors and nongovernmental organizations and associations, emergency managers and business continuity professionals.

## Terrorism

For more information, please call (805) 549-3190.

### **Terrorism Update**

1-day/6-hr. course

In addition to our other terrorism courses, the Institute offers “Terrorism Updates” throughout the academic year at locations throughout California. The courses can serve as a refresher or as an initial survey of the topic. These one-day programs are scheduled at the request of host agencies.

Topics may include:

- Overview of Terrorism
- Review of Recent Terrorist Events
- Current and Emerging Terrorist Threats



## Terrorism

For more information, please call (805) 549-3536.

### **Emergency Management: Terrorism Response**

4-day/32-hr. course

This program is designed for emergency managers who desire to increase their knowledge of homeland security issues. Building on established emergency management concepts, the training provides an orientation to the unique issues that could be presented by a terrorism incident.

Presentations include:

- Vulnerability Assessments and Threat Analysis
- Terrorism Planning Guidance
- Agency Roles and Responsibilities
- Psychological Impacts of Terrorist Events
- Weapons of Mass Destruction
- The Media and Terrorism
- Emergency Public Information and Risk Communication
- Homeland Security Grant Programs

Emergency planners and managers will benefit from this training. We recommend attendance from multiple-discipline teams from jurisdictions to enhance their collective knowledge of planning, response and recovery issues. This course can also be exported on a contracted basis to jurisdictions wishing to provide this training to larger numbers of their personnel.

## Terrorism

For more information, please call (805) 549-3190.

### **Terrorism: Weapons of Mass Destruction**

2-day/16-hr. course

The use of weapons of mass destruction – chemical, biological, nuclear, radiological, explosive or incendiary weapons – has marked not only a fundamental change in what man will use in war, but in what terrorists will use against innocent civilian victims.

We approach this topic from several perspectives so that students come away with a thorough understanding of the weapons available to terrorists, the actual historical development and uses of such weapons and the current threat potential. The course will also cover pre-incident indicators and first responder concerns.

Topics include:

- Overview of Terrorism
- Introduction to Weapons of Mass Destruction (WMD)
- Historical Uses of WMD
- Nuclear and Radiological Weapons
- Chemical Weapons
- Biological Weapons
- Case Studies
- Current Threat Potential
- Pre-Incident Indicators
- First Responder Issues
- Threat Scenario Discussions
- Medical Response Protocols

The WMD course is recommended for all field personnel as well as emergency planners and managers.

## Terrorism

For more information, please call (805) 549-3190.

### **Terrorism Intelligence Analysis**

41/2-day/36-hr. course

The Terrorism Intelligence Analysis is designed for both consumers of intelligence on terrorism and newly assigned terrorism intelligence analysts. While the course provides the basics of criminal intelligence analysis methodology, the information is presented within the framework of intelligence as it relates to terrorism and terrorist activity.

Topics include:

- Intelligence/Analysis Cycle Overview
- Collection and Sourcing
- Intelligence Failures and Pitfalls
- Creative and Critical Thinking
- Analysis of Competing Hypotheses
- Reports and Presentations
- Legal and Ethical Issues

### **Terrorism: Special Seminars**

Course Length: Variable

The study of terrorism has been a part of the Institute's mission for over thirty years and that body of knowledge has helped us reach many, many professionals with our training. CalEMA/CSTI has nationally recognized subject matter experts on staff who can design and deliver terrorism training programs for your agency, jurisdiction or organization.

## Terrorism

For more information, please call (805) 549-3344.

### **Hazardous Materials Technician/Specialist Explosives Awareness**

3-day/24-hr. course

Prerequisite: Hazardous Materials Technician/Specialist certification

This field level course is designed to train Hazardous Materials Technicians/Specialists in the recognition of commercial explosives, energetic chemicals, military ordnance and improvised devices (booby traps). It is intended to provide Technicians and Specialists with emergency management training for bombing incident and crime scene response, and the ability to assist Bomb Technicians entering chemically contaminated environments. This course was developed in association with the Utah State Fire Academy and engages the support of representatives from law enforcement, Department of Defense and the explosives manufacturing industry.

### **Weapons of Mass Destruction First Responder Awareness**

1-day/4-hr. course

This course trains first responders to recognize nuclear, biological, chemical and explosive agents, take initial appropriate defensive actions and make notifications. This course focuses on the OSHA HAZWOPER “awareness” competencies for WMD incidents.



## Terrorism

For more information, please call (805) 549-3344

### **Weapons of Mass Destruction First Responder Operations**

1-day/8-hr. course

This course trains first responders to recognize nuclear, biological, chemical and explosive agents, evaluate their potential effects and select initial defensive response tactics to protect themselves and the public. Class participants will use case studies, class activities and tabletop exercises to learn the types of agents in use, evaluate their hazards, establish safety protocols, begin isolations and scene control, select protective actions and determine potential sources of assistance in an incident involving weapons of mass destruction. This course focuses on the OSHA HAZWOPER “operations” competencies for WMD incidents.

### **Weapons of Mass Destruction Incident Commander**

1-day/8-hr. course

This course will address the unique issues to safely and competently manage a hazardous materials incident involving nuclear, biological, chemical and explosive agents. Issues discussed include recognition, agency coordination, command and problem solving; a tabletop exercise ties course concepts together in a hands-on application. This course focuses on the OSHA HAZWOPER “Incident Commander” competencies for WMD incidents.

## Terrorism

For more information, please call (805) 549-3344.

### **Haz Mat/WMD First Responder Operations: Law Enforcement Field Support**

2-day/16-hr. course

POST-Certified

This course provides fundamental training enabling law enforcement personnel to support hazardous materials response operations in a weapons of mass destruction environment. It was developed for the California Commission on Peace Officer Standards and Training by California Specialized Training Institute.

It provides advanced instruction in:

- Law enforcement missions and responsibilities appropriate to the management of WMD incidents.
- Hazard recognition and safe emergency response to terrorist incidents involving the use of explosive, chemical, biological or radiological materials.
- Health and safety issues concerning law enforcement personnel supporting those engaged in the management of WMD incidents.
- Selection of chemical resistant clothing, respiratory protection and other equipment for use in the WMD environment.
- Command, communications and deployment issues associated with operating within Unified Command (ICS) and the Hazardous Materials Group in emergency management perimeters and work zones.

## Terrorism

For more information, please call (805) 549-3190.

### **Weapons of Mass Destruction: Public Health Response and Recovery**

2 1/2-day/20-hr. course

The purpose of this course is to promote coordination between State and local public health agencies in protecting and restoring the health of communities, and the people in those communities, should terrorists attack with weapons of mass destruction (WMD). A coordinated response to such an attack is facilitated by the shared learning experience that this course provides.

Participants who successfully complete this course should have a better understanding of terrorist motivations and tactics, as well as a working knowledge of the characteristics of the various types of biological, chemical, and nuclear weapons. Awareness and recognition are key aspects in the prevention and mitigation of a WMD attack and such awareness and recognition is achieved through lecture material, group discussion, and practical exercises.

Topics covered include:

- Terrorism Overview
- Characteristics of Weapons of Mass Destruction
- Recognition of a WMD Attack
- Public Health Roles and Responsibilities
- Threat Assessment
- Crisis Communications
- SEMS in WMD Response
- WMD Impacts on the Public Healthcare System



## CalEMA Disaster Operations and Recovery

For more information, please call (916) 845-8200.

### **The Local Assistance Center (LAC) and the Individual Assistance Program**

1-day/8-hr. course

For City and County Administrators, members of the county Boards of Supervisors, emergency coordinators and managers, voluntary agency representatives, private/non-profit organizations and legislators and their staff.

The course describes the preliminary damage assessment (PDA) process at the local government level and its importance in securing a disaster declaration for individual assistance programs. Included in this assessment process is explaining the criticality of collecting initial damage estimates (IDE) and displaying this data in the Standardized Emergency Management System (SEMS) through the Response Information Management System (RIMS), as well as the subsequent joint effort between local, state and federal government in verifying these reported damages. A class participation exercise will reinforce how disaster assistance is delivered through the face-to-face contact with the program representatives in a LAC operation, as well as demonstrate the coordination efforts involved in the LAC process.

Additional course topics include:

- Types of State and Federal Disaster Assistance Available After a Disaster
- Government Processes for Securing Declarations and Designations
- Maximizing Assistance through Local/Voluntary Agency Resources
- CalEMA's Role in Assisting Local Government

## **CalEMA Disaster Operations and Recovery**

For more information, please call (916) 845-8200.

### **Introduction to Public Assistance**

1-day/8-hr. course

For City and County Administrators, members of the County Boards of Supervisors, Emergency Coordinators and Managers, voluntary agency representatives, private-non-profit organizations, legislators and their staff.

This one-day course is designed to inform local government and special district managers and officials of the application, documentation and eligibility requirements for State and Federal Public Assistance programs. Participants will learn what it takes to maximize public assistance funding. The course also includes information on the Federal Emergency Management Agency's hazard mitigation program, which will enhance your community's resistance to future disasters.

### **Disaster Recovery Environmental and Historical Laws**

1/2-day/4-hr. course

For Environmental Specialists, Project Managers, Public Works Officials, Emergency Managers, Facility Managers and others.

Understanding the environmental and historical laws that arise during the recovery process can prevent the loss of funding and speed up the reconstruction of damaged facilities. This course covers the environmental and historical review process that occurs following a disaster.

## **CalEMA Disaster Operations and Recovery**

For more information, please call (916) 845-8200.

### **Public Assistance and the Project Worksheet**

1-day/8-hr. course

For Project Managers, Emergency Managers, and Facility Managers of state and local government and private-non-profit organizations.

This is a hands-on one-day course to inform state and local agency staff responsible for project management and funding about the documentation and eligibility requirements for the State and Federal Public Assistance programs. This course is designed to follow the Introduction to Public Assistance course. The course includes table top exercises addressing program eligibility, project formulation, and how to complete a Project Worksheet outlining eligible scope of work and costs for reimbursement by CalEMA and the Federal Emergency Management Agency.

### **Debris Management Seminar**

1/2-day/4-hr. course

For Emergency Managers, Public Works Officials, and staff representing the following disciplines: transportation, waste management, planning, engineering, health and safety, insurance and Geographic Information Systems.

The training examines disaster-related debris issues and discusses possible solutions, information and guidance for debris management issues and planning.

## **CaLEMA Law Enforcement**

For more information please call (916) 845-8706.

### **Predator Abduction/Child Abduction Investigation**

1-day/8-hr. course

POST-Certified

Designed to provide law enforcement and search and rescue personnel with new strategies and tactics in responding to and searching for victims of predator abductions. The course brings together case histories and statistical data to point to more effective strategies in the search for victims as well as defining crime scenes.

This course is also offered as a 4-hour block which is not POST certified.

### **Direction and Control of the Search Search and Rescue Management**

5-day/40-hr. course

POST-Certified

Designed for search and rescue coordinators. Pertains to the concepts and techniques of search management and coordination.

### **Direction and Control of the Search Winter Search and Rescue Operations**

5-day/40-hr. course

POST-Certified

Designed for search and rescue coordinators in agencies that may need to conduct a search and rescue during heavy winter conditions.



## CalEMA Law Enforcement

For more information please call (916) 845-8706.

### **Law Enforcement Mutual Aid**

Variable format 6-16 hours

Designed to acquaint law enforcement managers with the California Law Enforcement Mutual Aid Plan and its relationship to other state emergency management components. Course includes an overview of State Search and Rescue Program, CalEMA Law Enforcement Division and key concepts of the Law Enforcement Incident Command System and the Standardized Emergency Management System (SEMS).

### **Search and Rescue Mutual Aid**

Variable format 6-16 hours.

Designed to acquaint law enforcement managers with the California Search and Rescue Mutual Aid Plan and its relationship to other state emergency management components. Course includes an overview of State Search and Rescue Program, CalEMA Law Enforcement Division and key concepts of the Law Enforcement Incident Command System and the Standardized Emergency Management System.

### **Coroners Mutual Aid**

Variable format 6-16 hours.

Designed to acquaint law enforcement managers with the California Coroner's Mutual Aid Plan and its relationship to other state emergency management components. Course includes an overview of State Search and Rescue Program, CalEMA Law Enforcement Division and key concepts of the Incident Command System and the Standardized Emergency Management System.

For more information about Coroners Mutual Aid please call (916) 845-8700.

## CalEMA Safety Assessment

For more information, please call (916) 845-8274.

### **Safety Assessment Program (SAP) Coordinator**

1-day/6 1/2-hr. course

For Building Officials and Emergency Coordinators: Learn how to request and manage Safety Assessment resources when post-disaster evaluation of buildings and structures become necessary. This course helps local government officials understand the capabilities and limitations of this important program, with discussion of best practices obtained from over a decade of experiences.

The course includes the latest program information from the updated Evaluator Training course (see below).

### **Safety Assessment Program (SAP) Evaluator**

1-day/6 1/2-hr. course

For Registered Civil, Structural, and Geotechnical Engineers, Licensed Architects and Geologists and Certified Building/Construction Inspectors or Officials. This technical, one-day course trains specialists on how to assess facility safety after a disaster. This program helps communities recover as quickly and safely as possible. The new program expands on the former ATC-20 earthquake material by being multi-hazard and includes non-traditional structures. It uses ATC-20 and ATC-45 as the methodology for evaluations. A loyalty oath and digital photo are required as part of the onsite registration process.

## CalEMA Victim Services

For more information, please call (916) 324-9168.

### **Crisis Response Training**

5-day/40-hr. course

Certified by the National Organization for Victim Assistance (NOVA)

This class will deliver skills training to assist in a quality, uniform response to victim needs in community tragedies.

Course content to include:

- Systemic Responses to Incidents of Criminal Mass Victimization
- Phases and Effects of Trauma Response
- Providing Critical Information
- Understanding Immediate Needs of Victims
- Basic Individual/Group Crisis and Trauma Intervention
- Intervention; Applied Skills and Techniques
- Community Crisis Response Teams; Coordination, Roles, Functions
- Stress Reactions of Caregivers

### **Advanced Crisis Response Training**

3-day/24-hr. course

Prerequisite: Basic Crisis Response Training after 1/2000.

This training covers:

- Review of Crisis Theory
- Disaster Strikes: Scenarios and Work Sessions
- Group Crisis Intervention Practice
- Defusing
- Developing a Cross Cultural Action Plan
- Children & Elderly Communication Techniques
- Spiritual Issues and Processing
- Compassion Fatigue



## Resources List

To provide you, our constituents, with the most training information possible, we have compiled the following list of general information and other training resources for emergency management and first responder personnel.

### General Information

**CalEMA Training Branch** (916) 845-8257  
[www.calema.ca.gov](http://www.calema.ca.gov)

**CalEMA/CSTI General Information** (805) 549-3535  
[www.csti.ca.gov](http://www.csti.ca.gov)

**California Fire and Rescue Training Authority**  
[www.fireandrescuetraining.ca.gov](http://www.fireandrescuetraining.ca.gov)

**FEMA Training and Education  
Emergency Management Institute**  
[www.training.fema.gov](http://www.training.fema.gov)

**Emergency Medical Services Authority**  
[www.emsa.ca.gov](http://www.emsa.ca.gov)

**NIMS Training**  
[www.fema.gov/emergency/nims/nims\\_training.shtm](http://www.fema.gov/emergency/nims/nims_training.shtm)

**Peace Officer Standards and Training**  
[www.post.ca.gov](http://www.post.ca.gov)

**State Fire Marshall**  
<http://osfm.fire.ca.gov>

**Wildland Fire Training**  
[www.nationalfiretraining.net](http://www.nationalfiretraining.net)

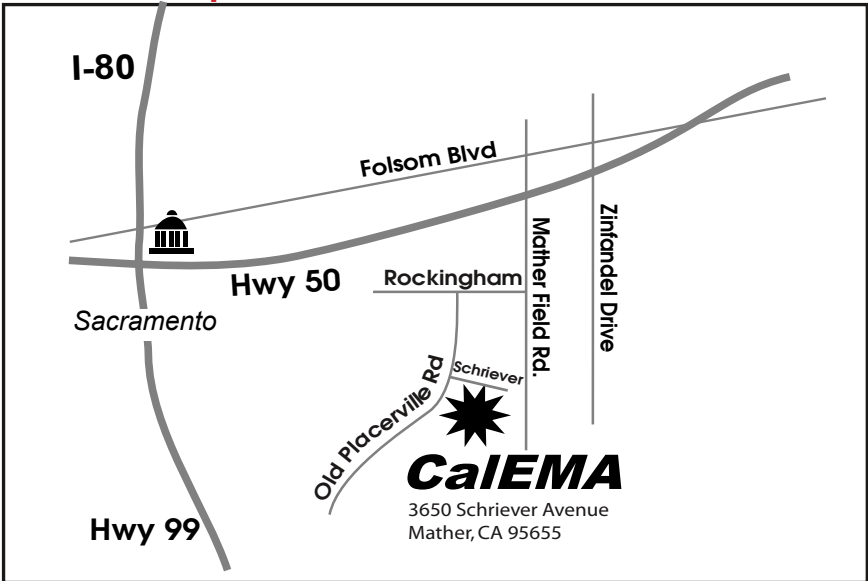
**California Emergency Services Association**  
[www.cesa.net](http://www.cesa.net)

**Business and Industry Council for Emergency Planning and Preparedness**  
[www.bicepp.org](http://www.bicepp.org)

This is not a comprehensive list. If you are a training provider and would like to be included on this list please contact [cstiinfo@calema.ca.gov](mailto:cstiinfo@calema.ca.gov).

## Maps

### CalEMA Headquarters



Be prepared to show identification at these facilities

### CSTI

